

2018 Current Fiscal Year Report: Criminal Justice Information Services Advisory Policy Board

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1. Department or Agency

Department of Justice

2. Fiscal Year

2018

3. Committee or Subcommittee

Criminal Justice Information Services Advisory Policy Board

3b. GSA Committee No.

1946

4. Is this New During Fiscal Year?

No

5. Current Charter

05/13/2019

6. Expected Renewal Date

05/13/2021

7. Expected Term Date

8a. Was Terminated During Fiscal Year?

No

8b. Specific Termination Authority

8c. Actual Term Date

9. Agency Recommendation for Next Fiscal Year

Continue

10a. Legislation Req to Terminate?

No

10b. Legislation Pending?

Not Applicable

11. Establishment Authority

Authorized by Law

12. Specific Establishment Authority

28 C.F.R. 20.35, as established in 1994

13. Effective Date

05/18/2011

14. Committee Type

Continuing

14c. Presidential?

No

15. Description of Committee

Non Scientific Program Advisory Board

16a. Total Number of Reports

No Reports for this Fiscal Year

17a. Open 2 Meetings and Dates 17b. Closed 0 17c. Partially Closed 0 Other Activities 0 17d. Total 2

Purpose	Start	End
To provide recommendations regarding FBI CJIS Division managed systems and initiatives to the FBI Director.	12/06/2017	12/07/2017
To provide recommendations regarding FBI CJIS Division managed systems and initiatives to the FBI Director.	06/06/2018	06/07/2018

Number of Committee Meetings Listed: 2

	Current FY	Next FY
18a(1). Personnel Pmts to Non-Federal Members	\$0.00	\$0.00
18a(2). Personnel Pmts to Federal Members	\$0.00	\$0.00
18a(3). Personnel Pmts to Federal Staff	\$320,905.00	\$350,004.00
18a(4). Personnel Pmts to Non-Member Consultants	\$0.00	\$0.00
18b(1). Travel and Per Diem to Non-Federal Members	\$463,446.00	\$472,715.00

18b(2). Travel and Per Diem to Federal Members	\$0.00	\$0.00
18b(3). Travel and Per Diem to Federal Staff	\$278,703.00	\$284,277.00
18b(4). Travel and Per Diem to Non-member Consultants	\$0.00	\$0.00
18c. Other(rents,user charges, graphics, printing, mail, etc.)	\$49,050.00	\$50,031.00
18d. Total	\$1,112,104.00	\$1,157,027.00
19. Federal Staff Support Years (FTE)	3.56	3.58

20a. How does the Committee accomplish its purpose?

The Criminal Justice Information Services (CJIS) Advisory Policy Board reviews operations and policies of the systems operated by the FBI for the benefit of local, tribal, state, and federal criminal justice agencies. The systems include: the National Crime Information Center; the Uniform Crime Reporting Program; the Next Generation Identification System; the National Instant Criminal Background Check System; the National Data Exchange; and the Law Enforcement Enterprise Portal. It is the responsibility of the Board to review policy, strategic, technical and operational issues related to the CJIS systems, and recommend policy, improvements, and changes to the Director of the FBI. As a result of the expertise of the membership representing the criminal justice community, an overwhelming majority of the Board recommendations have been adopted by the FBI.

20b. How does the Committee balance its membership?

The CJIS Advisory Policy Board includes representatives which are chosen by local, state, tribal, and federal law enforcement agencies throughout the United States and its territories, as well as FBI Director selected representatives and professional agency representatives.

20c. How frequent and relevant are the Committee Meetings?

Regular meetings are held approximately twice a year, or more often in cases of special need. The majority of the agenda topics address technical, operational, and policy issues related to the automated systems administered by the FBI. The remaining agenda topics are reports on issues being addressed by other criminal justice associations/groups which may impact the FBI CJIS Programs. The FBI CJIS Division Programs serve over 90,000 criminal justice agencies. The agenda topics discussed by the CJIS Board ensure that the FBI CJIS Division systems are responsive to the needs and views of the criminal justice practitioners.

20d. Why can't the advice or information this committee provides be obtained elsewhere?

The CJIS systems are managed by the FBI on behalf of the entire criminal justice community. The primary beneficiaries of the FBI CJIS Programs are the local, tribal, state, and federal criminal justice agencies throughout the United States. The CJIS Advisory Policy Board was chartered to provide a mechanism through which the local, tribal, state, and federal agency practitioners can have a voice in the operation of the systems. This advisory process ensures that the FBI Director is advised of what law enforcement officers and the other criminal justice officials need of these systems to assist them in the performance of their duties.

20e. Why is it necessary to close and/or partially closed committee meetings?

N/A

21. Remarks

The travel total costs also reflects travel required for work done by our Working Groups and Subcommittees who meet in a biannual cycle to provide guidance and recommendations to the APB for final action. The Working Group meetings touch all 18,000 law enforcement agencies across the US to give them the opportunity to provide input into the shared management of the national services at the FBI through their state's representatives. The Subcommittee meetings gather together subject matter experts for each CJIS service to determine how best to mature the service. Both the Working Groups (representing all users) and the Subcommittees (representing Subject Matter Experts) provide their recommendations to the Advisory Policy Board (APB). This allows the APB recommendations to the FBI Director to be reflective of and in consideration of the data owners and users of the services from the law enforcement, criminal justice, tribal, parole, probation, prosecutorial, judicial, and national security sectors across the country.

Designated Federal Officer

R. Scott Trent Designated Federal Officer

Committee Members	Start	End	Occupation	Member Designation
Brooks, William	06/04/2018	12/07/2020	Chief, Norwood PD	Representative Member
Brophy, Clifford	12/04/2008	08/12/2018	Sheriff, Stillwater County, Montana	Representative Member
Cockrell, Kevin	10/04/2017	12/07/2020	Montgomery County, Kentucky Attorney	Representative Member
Cunningham, Veronica	08/17/2016	12/07/2020	Executive Director, American Probation and Parole Association	Representative Member
DelRomano, Nicholas	10/04/2017	12/07/2020	Commander, CLEAN Administrative Section, PA State Police	Representative Member
Denke, William	04/08/2014	06/07/2019	Chief of Police	Special Government Employee (SGE) Member
Donohue, John	03/21/2011	12/07/2018	Chief of Strategic Initiatives, New York City Police Department	Representative Member
Gibbs, Carol	09/01/2015	12/07/2020	Illinois State Police	Representative Member
Hansford, Jeremy	12/04/2014	12/07/2020	Information Technology Manager, Ohio State Patrol	Representative Member

Hayes, Darryl	05/14/2018	12/07/2020	Connecticut Department of Emergency Services and Public Protection	Representative Member
Lesko, Michael	12/09/2010	12/07/2020	Division Director, Law Enforcement Support Division, Texas Department of Public Safety	Representative Member
Lovette, Lynda	12/06/2012	12/07/2020	Baltimore City Police Department	Representative Member
Lyons, Gary	12/07/2016	12/07/2020	Chief, Monroeville Police Department	Representative Member
Middleton, Doug	04/19/2016	12/07/2018	Deputy County Manager for Public Safety/Henrico County Manager's Office	Representative Member
Miller, Troy	12/06/2012	12/07/2018	Executive Director, U.S. Customs and Border Protection	Regular Government Employee (RGE) Member
Monfreda, Kathryn	12/07/2016	12/07/2020	Chief, Criminal Records and Identification Bureau	Representative Member
Morrissey, Joseph	07/11/2017	12/07/2018	Director, Office of Criminal Justice Operations, New York State Division of Criminal Justice Services	Representative Member
Neverman, Walt	12/07/2016	12/07/2020	Director, Wisconsin Crime Information Bureau	Representative Member
Patterson, Scott	05/23/2017	05/23/2020	Talbot County, Maryland State's Attorney	Special Government Employee (SGE) Member
Peck, Dawn	12/14/2006	07/05/2018	Manager, Bureau of Criminal Identification, Idaho State Police	Representative Member
Pittack, Brian	12/06/2018	12/06/2020	Management and Program Analyst	Representative Member
Roessler, Edwin	12/04/2014	12/07/2020	Chief of Police, Fairfax County, VA	Representative Member
Roosa, Michael	05/14/2018	12/07/2018	Acting Assistant Director, Law Enforcement Services, Office of the Chief Information Officer	Representative Member
Sage, Robert	03/29/2013	12/07/2020	Chief of Police, Rose Hill, KS Police Department	Representative Member
Schaeffer, Charles	12/07/2016	12/07/2020	Director, Criminal Justice Information Services, Florida Department of Law Enforcement	Representative Member
Slater, III, James	04/18/2014	12/07/2020	Acting Commissioner	Representative Member
Steel, Corey	09/24/2015	12/07/2020	State Court Administrator	Representative Member
Temple, Jennie	05/14/2018	12/07/2020	South Carolina Law Enforcement Division	Representative Member
Thompson, John	01/10/2003	12/07/2020	Deputy Executive Director, National Sheriffs' Association	Representative Member
Thompson, Sonya	02/09/2016	12/07/2020	Senior Deputy Assistant Director/Chief Information Officer	Representative Member
Triplett, Jeremy	12/07/2016	12/07/2018	Kentucky State Police Central Forensic Laboratory	Representative Member
Truitt, Bradley	12/04/2014	12/07/2020	Information Technology Director Alabama Criminal Justice Information Center	Representative Member
Wallace, Brian	12/04/2014	12/07/2020	Chief Civil Deputy Marion County Sheriff's Office	Representative Member
White, Jr., Nathan	12/04/2008	12/07/2020	American Judges Association	Special Government Employee (SGE) Member
Wickersham, Anthony	12/04/2014	12/07/2020	Sheriff of Malcomb County, MI	Representative Member
Witt, Kathy	12/02/2004	12/07/2020	Sheriff of Fayette County, Kentucky	Representative Member

Number of Committee Members Listed: 36

Narrative Description

The committee supports the FBI's mission and strategic plan by advising the Director of the FBI on criminal justice information services issues. Through a nationwide network of working groups and subcommittees, the committee members represent local, tribal, state, and federal law enforcement and criminal justice agencies throughout the country as well as the National Crime Prevention and Privacy Act's Compact Council. The law

enforcement community shares the management responsibilities for our critical national criminal justice information systems. These systems are the Next Generation Identification System, National Data Exchange, Law Enforcement Enterprise Portal, National Crime Information Center, National Instant Criminal Background Check System, and Uniform Crime Reporting.

What are the most significant program outcomes associated with this committee?

Checked if Applies

- | | |
|---|-------------------------------------|
| Improvements to health or safety | <input checked="" type="checkbox"/> |
| Trust in government | <input checked="" type="checkbox"/> |
| Major policy changes | <input checked="" type="checkbox"/> |
| Advance in scientific research | <input type="checkbox"/> |
| Effective grant making | <input type="checkbox"/> |
| Improved service delivery | <input checked="" type="checkbox"/> |
| Increased customer satisfaction | <input checked="" type="checkbox"/> |
| Implementation of laws or regulatory requirements | <input type="checkbox"/> |
| Other | <input checked="" type="checkbox"/> |

Outcome Comments

The criminal justice community users of the FBI CJIS Division Programs share the management responsibilities for those programs.

What are the cost savings associated with this committee?

Checked if Applies

- | | |
|----------------------------|-------------------------------------|
| None | <input type="checkbox"/> |
| Unable to Determine | <input checked="" type="checkbox"/> |
| Under \$100,000 | <input type="checkbox"/> |
| \$100,000 - \$500,000 | <input type="checkbox"/> |
| \$500,001 - \$1,000,000 | <input type="checkbox"/> |
| \$1,000,001 - \$5,000,000 | <input type="checkbox"/> |
| \$5,000,001 - \$10,000,000 | <input type="checkbox"/> |
| Over \$10,000,000 | <input type="checkbox"/> |
| Cost Savings Other | <input type="checkbox"/> |

Cost Savings Comments

NA

What is the approximate Number of recommendations produced by this committee for the life of the committee?

2,212

Number of Recommendations Comments

48 Recommendations were for FY 2018

What is the approximate Percentage of these recommendations that have been or will be Fully implemented by the agency?

94%

% of Recommendations Fully Implemented Comments

2084 fully implemented

What is the approximate Percentage of these recommendations that have been or will be Partially implemented by the agency?

0%

% of Recommendations Partially Implemented Comments

NA

Does the agency provide the committee with feedback regarding actions taken to implement recommendations or advice offered?

Yes ☒ No ☐ Not Applicable ☐

Agency Feedback Comments

Status reports concerning these recommendations are provided at each meeting. Information regarding implementation of these recommendations is provided to agencies via letters referred to as Technical and Operational Updates. Policy and procedure changes are incorporated in System Operating Manuals. Specifications of system enhancements are provided so that state and local agencies can make similar software changes when necessary.

What other actions has the agency taken as a result of the committee's advice or recommendation?

Checked if Applies

Reorganized Priorities	<input checked="" type="checkbox"/>
Reallocated resources	<input checked="" type="checkbox"/>
Issued new regulation	<input type="checkbox"/>
Proposed legislation	<input type="checkbox"/>
Approved grants or other payments	<input type="checkbox"/>

Other



Action Comments

Implemented policy and procedure changes and implemented program enhancements.

Is the Committee engaged in the review of applications for grants?

No

Grant Review Comments

NA

How is access provided to the information for the Committee's documentation?

Checked if Applies

Contact DFO



Online Agency Web Site



Online Committee Web Site



Online GSA FACA Web Site



Publications



Other



Access Comments

Meeting information is published in the Federal Register. Copies of the Committee's meeting minutes are provided to the Library of Congress. Meeting discussion papers and results are published on an Intranet Website for criminal justice agencies.